Public Service Commission

Plan for 2018-19

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Government of Saskatchewan

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Statement from the Minister

The Honourable
Ken Cheveldayoff

Minister Responsible for the
Public Service Commission

I am pleased to present the Public Service Commission's Plan for 2018-19.

The Plan aligns with Government's direction and enables the Public Service Commission to deliver on its mission to ensure the Government of Saskatchewan has the workforce required to successfully deliver on its priorities and meet the needs of citizens.

Government Direction and Budget for 2018-19 is focused on keeping Saskatchewan On Track by controlling spending, delivering high quality services for Saskatchewan people, keeping our economy strong, and returning to balance in 2019-20.

As Minister Responsible for the Public Service Commission, I am proud of the expertise, guidance and support the Public Service Commission continues to provide to Government of Saskatchewan transformational change initiatives to ensure the sustainability of high-quality public services delivered in the most effective and efficient way possible.

The 2018-19 Plan focuses on acquiring and building effective leadership; improving employee engagement and performance; achieving a diverse and inclusive workplace; and improving employee health, safety and wellness. The work of the public service continues to be guided by its core values – showing respect and integrity; serving citizens; practicing excellence and innovation; and acting as one team.

In the coming year, I will work to ensure that the Public Service Commission operates within its financial parameters and a report on progress will be included in the Commission's 2018-19 Annual Report.

Response to Government Direction

The Government of Saskatchewan is committed to keeping the province On Track through prudent fiscal management. We will succeed by spending wisely, supporting economic growth, and ensuring services are sustainable.

This focus will continue to advance Government toward the realization of Saskatchewan's Vision and goals.

Saskatchewan's Vision

"... to be the best place in Canada – to live, to work, to start a business, to get an education, to raise a family and to build a life."

- **Sustaining growth and opportunities for Saskatchewan people**
- **Meeting the challenges of growth**
- **Securing a better quality of life for all Saskatchewan people**
- **Delivering responsive and responsible government**

Saskatchewan's Vision and goals provide the framework for ministries, agencies and partners to align their programs and services and meet the needs of Saskatchewan's residents.

All ministries and agencies will report on progress in their 2018-19 annual reports.

Operational Plan

Mandate Statement

The Public Service Commission is the central human resource agency for the Government of Saskatchewan. The Commission provides leadership and policy direction to all ministries in order to enable a high-performing and innovative professional public service. The Commission works with ministries to ensure effective workforce management by supporting delivery of foundational services such as payroll, staffing and classification, and strategic support including labour relations and organizational development.

Mission Statement

The Public Service Commission ensures the Government of Saskatchewan has the workforce to successfully deliver on its priorities to meet the needs of citizens.

Government Goals

Sustaining growth and opportunities for Saskatchewan people

Meeting the challenges of growth

Securing a better quality of life for all Saskatchewan people

Delivering responsive and responsible government

Organization Goal

Effective Leadership

Strategy

Acquire leadership capability

Key Action

- Enhance proactive and targeted leadership recruitment services by continuing to pursue leaders from diversity groups; enhancing recruitment approaches; and contributing to, and leveraging, an employer brand for the Government of Saskatchewan.

Strategy

Build leadership capabilities

Key Action

- Enhance development of leaders by continuing development programming for executives and leadership; launching a management development program; strengthening leadership succession; and focusing on the inclusion of diversity group members in leadership development programs.

Performance Measure

The Public Service Commission closely monitors and analyzes a number of internal indicators to understand, manage and improve overall performance.

Government Goals

Sustaining growth and opportunities for Saskatchewan people

Meeting the challenges of growth

Securing a better quality of life for all Saskatchewan people

Delivering responsive and responsible government

Organization Goal

High-Performing Organization

Strategy

Build and acquire employee capability

Key Actions

- Enhance proactive and targeted employee recruitment services by continuing to pursue employees from diversity groups; providing succession planning of pivotal roles; and enhancing recruitment approaches.
- Enhance employee learning and development by researching a competency-based career progression system; implementing a multi-year corporate learning and development plan; further expanding the service-wide online learning system; and researching alternative training options.

Strategy

Improve Government of Saskatchewan employee engagement and culture

Key Action

- Support Government of Saskatchewan culture and engagement initiatives by refining and implementing a consistent, service-wide employee engagement and culture survey process; regularly monitoring employee engagement through engagement surveys; and supporting ministry engagement action plans.

Strategy

Build a comprehensive approach to employee recognition, compensation, pension and benefits which will differentiate the Government of Saskatchewan as a top employer

Key Action

- Continue efforts to review compensation structures and pay ranges; refine the classification and job evaluation systems; and complete common job descriptions for service-wide use.

Strategy

Enhance employee and organizational performance through strategic human resource support, advice and guidance

Key Action

- Lead and/or support collective bargaining for Executive Government, Treasury Board Crowns, Agencies and Boards.
- Provide human resource support to transformational change initiatives.

Performance Measure

Turnover Rates

Continue to monitor turnover rates against the industry average published by the Conference Board of Canada:

- Conference Board of Canada - Public Sector Turnover Rate for 2016-17 was 5.0 per cent.

Government Goals

Sustaining growth and opportunities for Saskatchewan people

Meeting the challenges of growth

Securing a better quality of life for all Saskatchewan people

Delivering responsive and responsible government

Organization Goal

Inclusive Workforce

Strategy

Achieve a diverse workforce and inclusive workplace

Key Action

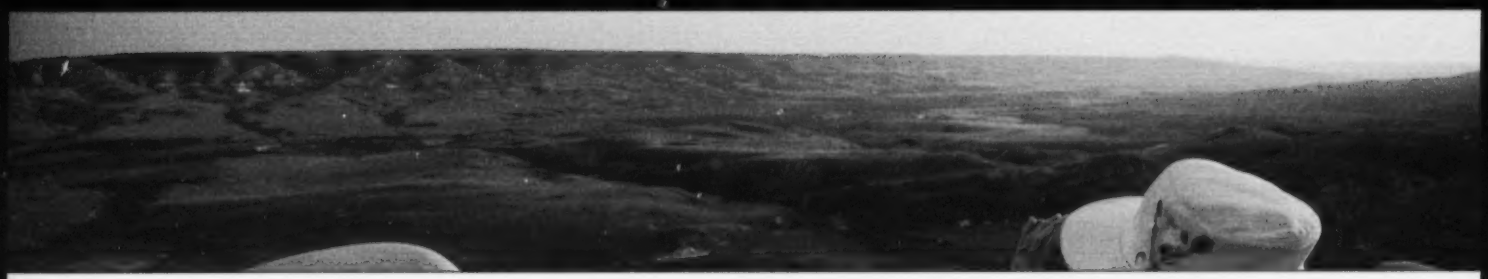
- Continue implementation of the Inclusion Strategy by supporting ministries in developing inclusion action plans; continuing and enhancing service-wide Aboriginal cultural awareness training; increasing leadership and employee attendance at cultural and inclusion events; analyzing and enhancing inclusion-based recruitment approaches; and continuing to apply inclusion to human resource policies, programs and services.

Performance Measure

Executive Government Service-Wide Workforce Representation by Diverse Employee Groups

The Commission will continue efforts to increase representation of diversity group members to more closely reflect Saskatchewan Human Rights Commission (SHRC) goals. These goals are based on the representative population of the province and are as follows:

- Aboriginal representation SHRC goal is 14.0 per cent
- Persons with a disability representation SHRC goal is 12.4 per cent
- Visible minority representation SHRC goal is 6.6 per cent
- Women in middle management SHRC goal is 46.0 per cent
- Women in senior management SHRC goal is 46.0 per cent



Government Goals

Sustaining growth and opportunities for Saskatchewan people

Meeting the challenges of growth

Securing a better quality of life for all Saskatchewan people

Delivering responsive and responsible government

Organization Goal

Health, Safety and Wellness

Strategy

Create a culture of health, safety and wellness

Key Action

- Support the prevention of workplace injury by improving safety awareness, performance and reporting; reducing time loss and sick leave due to workplace injury or illness; promoting mental health awareness; and preventing workplace psychological harm.

Performance Measure

Executive Government Service-Wide Sick Leave usage per Full-Time Equivalent (FTE)

Reduce service-wide sick leave usage. Calculations and targets to be established.

Executive Government Service-Wide Injury Rate

Reduce injury rate by 50 per cent by 2020 at a rate of 12.5 per cent per year from the 2016 baseline of 2.87 per cent. December 31, 2018 target is 2.15 per cent.

Highlights

2018-19 Budget Highlights:

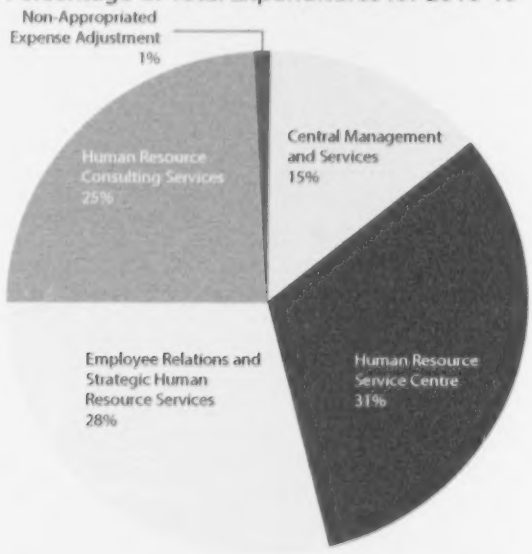
- Build proactive and targeted leadership recruitment services; enhance leadership development and strengthen leadership succession.
- Strengthen employee recruitment services, learning and development, and improve employee engagement to create a high-performing public service to serve citizens.
- Implement an Inclusion Strategy, including continued Aboriginal cultural awareness training to support an inclusive workplace.
- Improve the health, safety and wellness of public service employees by promoting mental well-being; preventing workplace psychological harm; and enhancing safety through awareness and engagement of employees.
- Provide human resource support to Government of Saskatchewan's transformational change initiatives to ensure public services are delivered in the most effective and efficient way possible.

Financial Summary

2018-19 Estimates	(in thousands of dollars)
Central Management and Services (PS01)	5,028
Human Resource Service Centre (PS06)	10,409
Employee Relations and Strategic Human Resource Services (PS04)	9,418
Human Resource Consulting Services (PS03)	8,164
Total Appropriation	**33,019**
Capital Asset Acquisition	0
Non-Appropriated Expense Adjustment	305
Expense	**33,324**

For more information, see the Budget Estimates at: http://www.saskatchewan.ca/budget

Percentage of Total Expenditures for 2018-19


Non-Appropriated Expense Adjustment 1%
Central Management and Services 15%
Human Resource Service Centre 31%
Employee Relations and Strategic Human Resource Services 28%
Human Resource Consulting Services 25%

For More Information

Please visit the Commission's website at https://www.saskatchewan.ca/government/government-structure/boards-commissions-and-agencies/public-service-commission